

City of Mission Planning Commission

2017 Meetings and Deadlines

| Planning Commission Meeting Date | Applicant's Deadlines | | Staff's Deadlines | | | |
|----------------------------------|----------------------------------|----------------------------------|-------------------------|--------------------------|-------------------------------------|--------------|
| | Application Deadline | Final Revisions Deadline | Publish Packet | Property Owner Notice | Newspaper Notice | City Council |
| 4th Monday of the Month** | 30 Working Days Prior to Meeting | 11 Working Days Prior to Meeting | 5 Days Prior to Meeting | 20 Days Prior to Hearing | Submit on Friday Before the Tuesday | As Necessary |
| 23-Jan | 12-Dec | 5-Jan | 18-Jan | 3-Jan | F:12/30 T:1/3 | 15-Feb |
| 27-Feb | 13-Jan | 10-Feb | 22-Feb | 7-Feb | F:2/3 T:2/7 | 15-Mar |
| 27-Mar | 13-Feb | 10-Mar | 22-Mar | 7-Mar | F:3/3 T:3/7 | 19-Apr |
| 24-Apr | 13-Mar | 7-Apr | 19-Apr | 4-Apr | F:3/31 T:4/4 | 17-May |
| 22-May | 10-Apr | 5-May | 17-May | 2-May | F:4/28 T: 5/2 | 21-Jun |
| 26-Jun | 15-May | 9-Jun | 21-Jun | 6-Jun | F:6/2 T:6/6 | 19-Jul |
| 24-Jul | 12-Jun | 7-Jul | 19-Jul | 3-Jul | F:6/30 T:7/3 | 16-Aug |
| 28-Aug | 17-Jul | 11-Aug | 23-Aug | 8-Aug | F:8/4 T:8/8 | 20-Sep |
| 25-Sep | 14-Aug | 8-Sep | 20-Sep | 5-Sep | F:9/1 T:9/5 | 18-Oct |
| 23-Oct | 11-Sep | 6-Oct | 18-Oct | 3-Oct | F:9/29 T:10/3 | 15-Nov |
| 27-Nov | 16-Oct | 10-Nov | 22-Nov | 7-Nov | F:11/3 T:11/7 | 20-Dec |
| 18-Dec | 6-Nov | 1-Dec | 13-Dec | 28-Nov | F:11/24 T:11/28 | 17-Jan |

A public hearing is required for rezonings, text amendments, special use permits, vacations, preliminary plats and some types of preliminary site plans.

** Except when conflicts in schedule occur

~These guidelines are provided to assure that all applications are treated equally and that staff has the opportunity to properly evaluate each application

~All applications must be complete upon submittal.

~Incomplete applications will not be scheduled until such time as they are complete

~The applicant is responsible for communicating with their architects, engineers, planners, contractors and consultants.